

SECRET

Attachment IV

Approved For Release 2001/09/04 : CIA-RDP86-00244R000100130014-7

SPECIAL AREAS AT HEADQUARTERS

Non-Official Activity Space: 5,762 square feet

1. Table Service Dining Room: 2100 square feet of prime office type space. Mr. Billingsley, the GSI Manager, has repeatedly offered to return this space as it is uneconomical as far as GSI is concerned. However, the cafeteria as a whole is profitable to GSI.
2. Employee Activity Association (EAA) Stores: 1030 square feet of office type space housed in secure area. This could possibly be housed in the same area in South Cafeteria as their ticket sales are in North Cafeteria corridor. Also inasmuch as all agency employees are eligible to become members of the Department of State Recreation Association, offering a wider variety of services and stores, the EAA store could be eliminated if convenience - and in some cases cover - were not a factor.
3. Barber Shop: 440 square feet of office type space. Although the convenience and usage seem to justify the retention of the barber shop, if priorities were sufficient it could be eliminated without undue hardship.
4. Gymnasium: 2192 square feet of usable space. This space could easily be converted into a storage area which could free equivalent space now used for storage that is readily adaptable to office space.

(It is to be noted that the activities in 2 and 3 above could be housed in less desirable space when such becomes available).

Director's Garage: 17,580 square feet

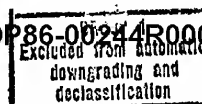
5. This space can be converted into office type space similar to those offices which do not have windows, either in toto or in part. Conversion, in toto, would result in the addition of between 12-13,000 square feet of net office space. The remainder being in corridors, rest rooms and utility space and closets. Conversion of the portion (10,080) presently being used for parking into offices could net about 6,000 square feet of office space. The remainder of the space could be used for parking about 10 cars by installing a mechanical turnaround device to avoid backing out of the driveway thereby making egress easier. Another possibility is to take a third of the present parking area and recover about 2,500 net square feet without otherwise disturbing the present arrangement. (See Plans A through E attached).
6. The grass quadrangle in front of the main entrance could be made into an attractive, landscaped parking area for those currently using the basement or for relieving the congestion in the visitor's lot.

Corridors:

7. The main corridor, tunnel to the bus stop, and the lobby were considered for recovery of additional space through reduction in size. BPS has been advised that they were designed in accordance with the Life Safety Code

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of the National Fire Prevention Association. However, they were made oversized for esthetic reasons. Space in the tunnel would be particularly adaptable for such purposes as EAA.

8. The sub-corridors in B and D wings do contain some recoverable space. Of the over 10,000 square feet in sub-corridors, only 2,000 square feet would be recoverable according to Agency architects and designers because of construction problems and egress/ingress necessities of personnel occupying the space. Involved in this potential recapture is: removal of about 90% of all sub-corridor walls and remodeling of the areas including walls, electricity and telephones.

New Usable Space

9. Six floors of the Headquarters building contain small areas immediately adjacent to the elevator lobbies which could be enclosed for storage space without interfering with passageways or ingress/egress patterns. There are two of these areas at each elevator bay containing 30 square feet each. (60 sq. ft. per floor per elevator bay or 240 sq. ft. per floor).

Secure Storage Walls:

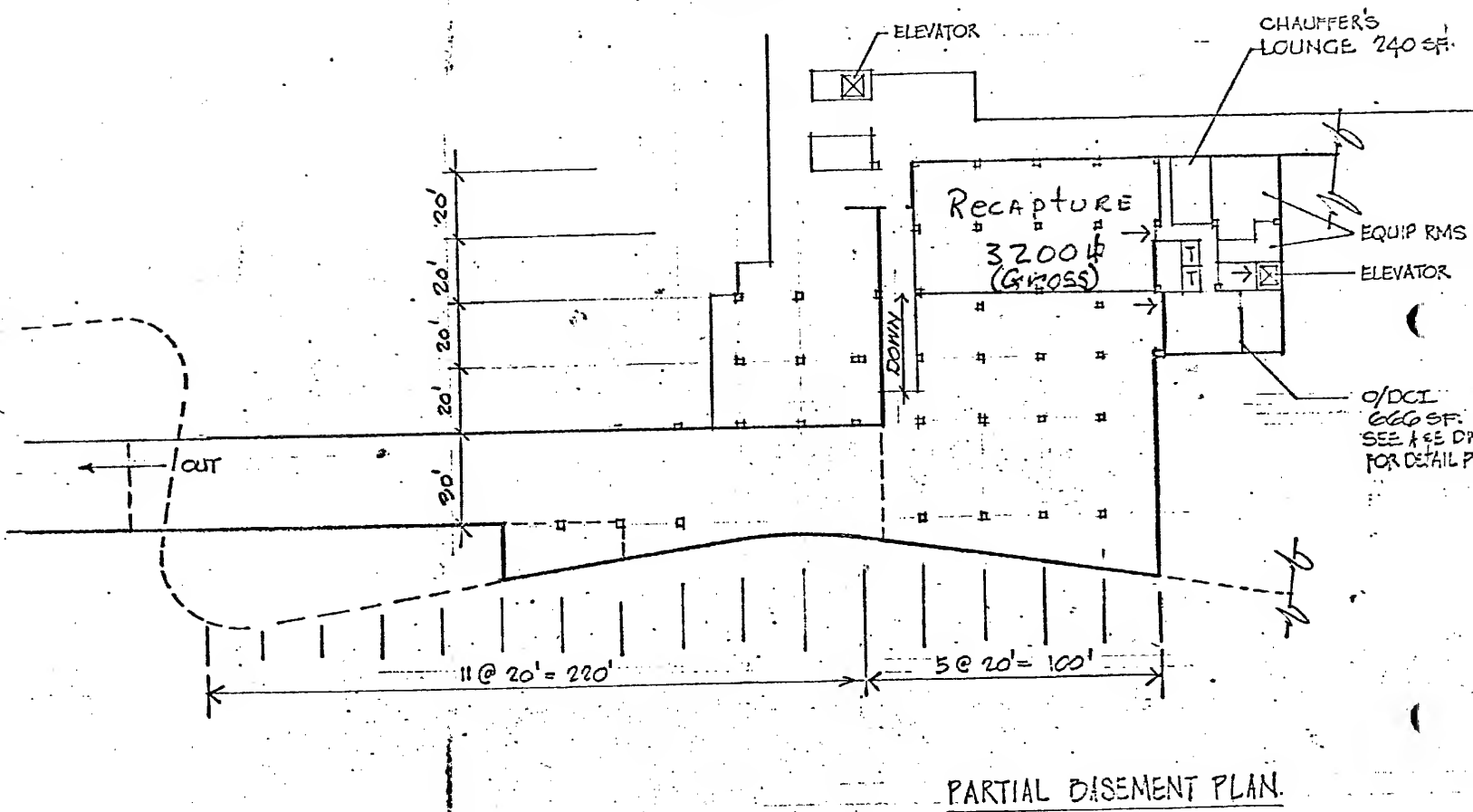
10. Under development is a concept of utilizing a room divider principle as secure storage space. A new type of safe has been conceived by the Chief, BPS and developed by the BPS Security Officer with assistance from the Security Equipment Branch, OS. It is being made to a modular scale, on an experimental basis by the Mosler Safe Company, and when coupled with other units will form wall sections which are readily moveable giving added flexibility. Thus part of the floor space now occupied by the conventional 4 or 5 drawer safe and its related working area would be freed. A conventional safe requires $8\frac{1}{2}$ square feet of floor space where as the "safe storage wall" requires only 4 square feet for comparable storage and use, including the wall it would replace. Selected templates of Headquarters Building office layouts are being studied to determine how additional work spaces can be configured by adoption of the technique. It is already apparent that overcrowding due to safes can be alleviated. The Chief, Records Administration Branch has discussed this concept with BPS officers and is aware of its advantages. The Office of Security is supporting the development of this safe.

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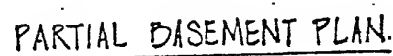


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GROUP 1
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Plan A

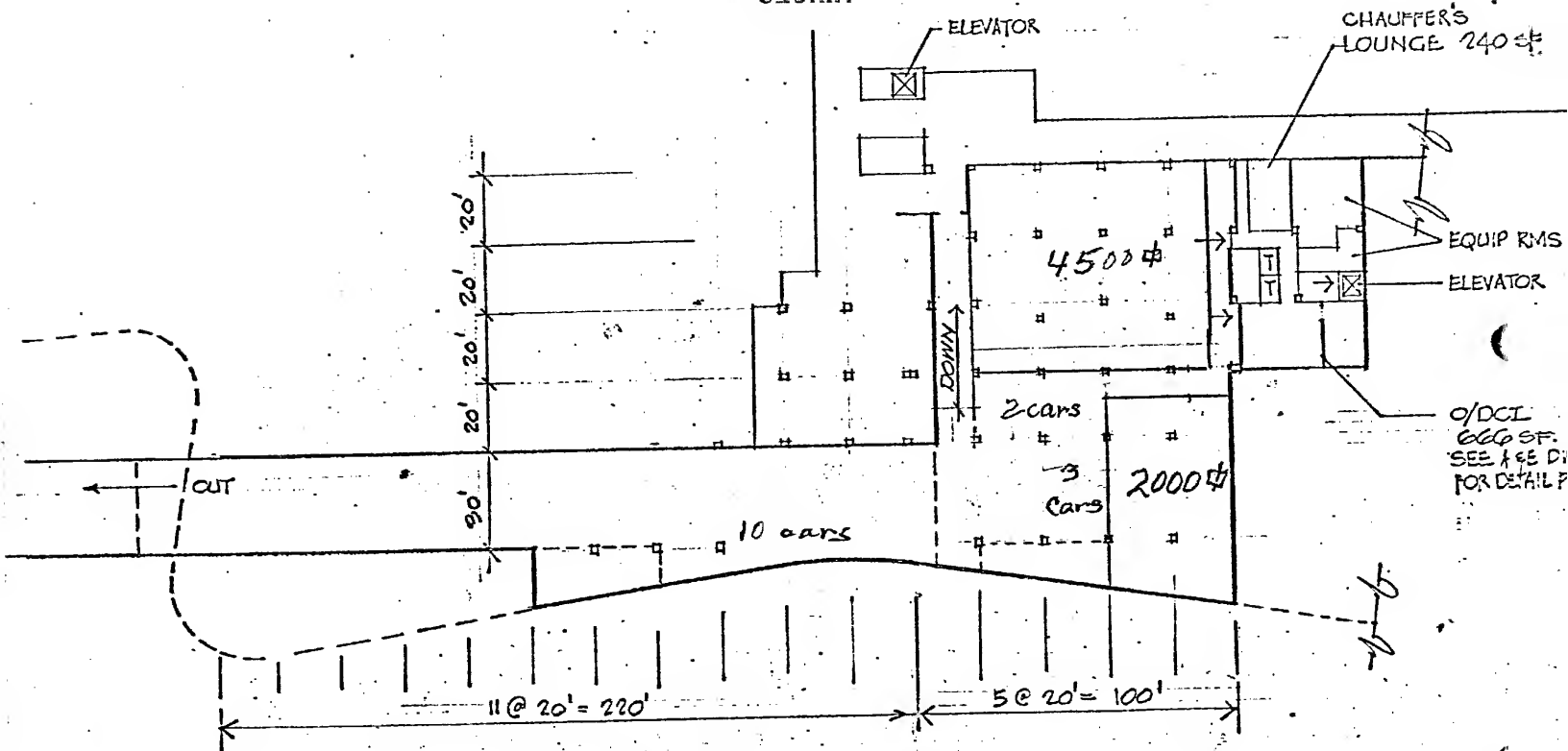
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Plan B

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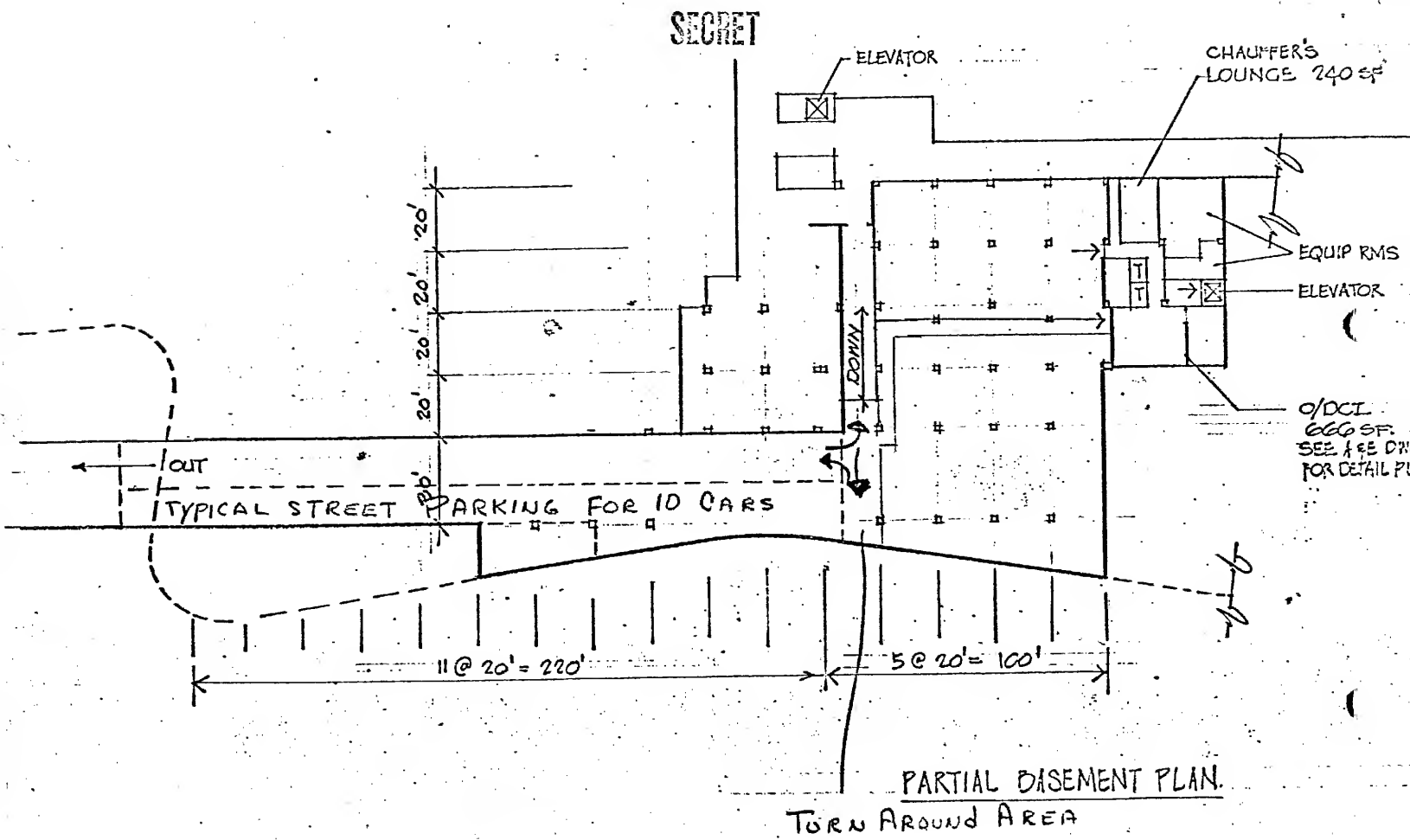
PARTIAL BASEMENT PLAN.

RECAPTURE 6500 SF Gross

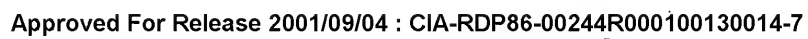
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GROUP 1
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Plan C



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GROUP 1
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Plan E